

Policy 7.01 Plan and Progress Report
Timeframe: July 1, 2015 through June 30, 2016

Updated: 03/11/2015

ESA Division: Division of Child Support (DCS)

Region:2
FO: Seattle

Tribe(s): Muckleshoot Indian Tribe

RAIO(s):

Note: Various attempts have been made to schedule a 7.01 meeting with Muckleshoot in 2014 and 2015. The most recent requests, specifically an email sent by Office of Indian Policy manager Tim Collins on 2/9/15 to Bobbi Keeline-Young and a voicemail left by Todd Minott for Bobbi Keeline-Young 2/25/15, have not received response. The Division of Child Support will continue attempts to schedule a 7.01 meeting with Muckleshoot.

Annual Due Date: April 2 (Submit Regional Plan to the Assistant Secretary) and April 30 (submit Assistant Secretary's Plan to OIP)

Implementation Plan				Progress Report
(1) Goals Objectives	(2) Activities	(3) Expected Outcome	(4) Lead Staff and Target Date	(5) Status Update for the Fiscal Year starting Last July 1 <i>List in reverse chronological order (most recent on top).</i>
1) Prepare for Tribal TANF	<p>Coordinate best practices with Tacoma DCS and learn what worked well with Port Gamble S'Klallam Tribe in an effort to avoid problems.</p> <p>If necessary, during Tribal TANF start-up, additional outreach visits may be necessary for training and transition.</p>	A smooth transition to Tribal TANF	<p>State:</p> <p>Todd Minott 206-341-7175</p> <p>Tribe:</p>	<i>New Goal:</i> This goal will be revisited if there is an application for Tribal TANF by the Muckleshoot Tribe.

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2) Gathering Data	<p>Begin tracking data on the number of visitors, modification and conference board requests at the Muckleshoot Resource Center.</p> <p>Differentiate Muckleshoot visitors from other visitors at the Muckleshoot Resource Center in regards to child support.</p> <p>DCS will began tracking data regarding conference board write-offs, Statute of Limitations loss and modification requests effective 4/24/2013.</p>	Progress Report	<p>State: Todd Minott 206-341-7175</p> <p>Tribe:</p>	<p>Ongoing</p> <p>Child Support Visitors October 2012 – April 2013 NCPs 14 CPs 22 Neither NCP/CP 1 Fathers 9 Mothers 19 Relatives 7 Caretakers 2 Total Visitors: 37</p> <p>Child Support Visitors May 2013 – March 4th 2015 NCPs 72 (6 NCPs not Muckleshoot) CPs 71 (2 CPs not Muckleshoot) Neither NCP/CP 6 Fathers 51 Mothers 73 Relatives 21 Caretakers 1 Friends 3 Total Visitors: 149</p>
3) Staff Cases	<p>Build process for “case staffings”</p> <ul style="list-style-type: none"> Tribal member and Social Worker meet with DCS <p>OR</p> <ul style="list-style-type: none"> Social Worker 	<p>Improved understanding of child support case issues</p> <p>Resolution of individual case</p>	<p>State: Todd Minott 206-341-7175</p> <p>Tribe:</p>	<p>An informal process with the Muckleshoot Social Workers is ongoing. The previous Seattle Division of Child Support Tribal Liaison, Cassandra Parlee, developed a relationship with Muckleshoot Child and Family Services staff and the Muckleshoot Adult Work Training Program case managers; Todd will maintain this relationship and continue to communicate with Muckleshoot Child and Family Services staff and Muckleshoot Adult Work Training Program case managers</p>

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	<p>meets with DCS after getting a signed release from tribal member to discuss case</p> <p>Identify options for tribal members</p> <p>Assist tribal members in locating necessary resources.</p> <p>Assist tribal members in completing forms and paperwork.</p> <p>Continue to verify the integrity of the debt on child support cases.</p> <p>Continue to provide options for adjusting child support debt that did not previously consider variations of wages for tribal members.</p>	issues		<p>as needed about clients' needs.</p> <p>Todd is available to assist with a more formal arrangement at the request of the Muckleshoot Tribe.</p> <p>The Division of Child Support continues to provide in-person services to Tribal members at the Muckleshoot Resource Center. Effective June 1 2013, Seattle Division of Child Support increased outreach visits to the Muckleshoot Resource Center from the 3rd Wednesday of every month to the 1st and 3rd Wednesdays of every month. This outreach was coordinated with the Community Services Office and services are available from both the Community Services Office and the Division of Child Support on every 1st and 3rd Wednesday of each month.</p> <p>In July 2014, Todd submitted an advertisement for monthly outreach at Muckleshoot Resource Center to Bobbi Keeline-Young, Muckleshoot Human Services Director, for inclusion in Muckleshoot Monthly. Since that time, Muckleshoot Monthly has run the advertisement in every edition from September 2014 to present.</p> <p>Outreach has been successful. Seattle Division of Child Support is seeing an increase in the amount of clients for consultation at the Muckleshoot Resource Center. Data collected from these visits through February 18th 2015 is available for review.</p>
4) Create tribal child support resource for members – Tribal Advocate	Identify 2-4 tribal members willing to learn some technical child support processes –	Create Tribal child support experts at request of Tribal member	State: Todd Minott 206-341-7175	<p>If a Tribal employee or member expresses interest, Todd will be able to coordinate any appropriate activities.</p> <p>Provide 211 information at Resource Center.</p>

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	<p>"Tribal Advocates"</p> <p>Invite Advocates to Seattle DCS child support academy, administrative hearings, conference boards, job shadows.</p> <p>Invite Advocates to visit Divine Alternative for Dads Services (D.A.D.S.).</p> <p>DCS will assist the Tribe in locating court facilitator resources in South King County.</p>		Tribe:	<p>Provide fatherhood information for members with children in Foster Care.</p> <p>In June 2013, Seattle Division of Child Support conducted Child Support 101 training with the Muckleshoot Fatherhood program on request from the April 2013 7.01 meeting. Todd is available to conduct this training on request from the Muckleshoot Indian Tribe.</p>
5) Enhance member participation in judicial and administrative child support hearings.	<p>Seattle DCS will notify the Tribal members each time there is a hearing about a child support order.</p> <p>Claims officers will call and/or write the parent to discuss upcoming administrative hearings.</p> <p>Tribal Liaison will investigate available</p>	Increased customer participation in establishing and modifying their support orders.	<p>State:</p> <p>Todd Minott</p> <p>206-341-7175</p> <p>Tribe:</p>	<p>Letters with administrative hearing information are mailed to parent's last known address. Letters provide DCS employee name and direct telephone number.</p> <p>All members who request that Todd remind them will receive reminder calls. Telephone numbers are essential for reminder calls.</p>

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	training and instructional opportunities with court and family law resources.			
6) Ensure efforts are made to recruit/hire American Indian staff to meet the overall DSHS goal of having a diverse workforce.	Send job postings to the Muckleshoot Indian Tribe to be distributed as needed.	Facilitate Tribal member employment within the State government.	State: Todd Minott 206-341-7175 Brady Rossnagle 360-664-5031	The liaison will bring recruiting materials for local hiring to the Muckleshoot Resource Center while doing outreach. DCS Tribal Relations Team forwards emails regarding some Tribal/State job postings to Bobbi Keeline-Young (such as HQ or OIP openings). Seattle Division of Child Support sends OIP manager Tim Collins job postings for Region 2 distribution to the Tribal community. Hired employees self-disclose if they are Native.
7) Income Withholding from NCPs employed by the Muckleshoot Indian Tribe and its enterprises	Orders to Withhold Income are sent directly to the Muckleshoot Tribe, Muckleshoot Bingo and Muckleshoot Casino	Improved collections on Muckleshoot Tribal cases	State: Todd Minott 206-341-7175 Tribe:	The Muckleshoot Indian Tribe and the Division of Child Support have a longstanding informal agreement that Orders to Withhold Income are honored by the Muckleshoot Indian Tribe and its enterprises.

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8) Obtaining Muckleshoot Tribal Court orders directly from Muckleshoot Tribal Court	Inform the Muckleshoot Indian Tribe of the benefits of providing directly to DCS Muckleshoot Tribal Court orders that affect paternity and/or child support	Improved relations between DCS and Muckleshoot Tribal Court to the benefit of Muckleshoot members	State: Todd Minott 206-341-7175 Tribe:	On May 28 th 2014, Todd discussed obtaining court orders affecting paternity and/or child support directly from Muckleshoot Tribal Court with Bobbie Jo Norton, Muckleshoot Court Administrator. Bobbie Jo advised Todd that it is currently the responsibility of the parties to a court action to provide DCS with the resulting order and that there are no provisions in Muckleshoot Tribal code to allow sharing Muckleshoot Tribal Court Orders with the State of Washington. Todd shared with Bobbie Jo that even if Muckleshoot is not able to provide orders to DCS that if Muckleshoot were to provide paternity orders to Washington State Department of Health that the Department of Health will update a child's birth certificate to include the child's father at no cost to the parties and that this would allow the child to receive many types of dependent benefits from the state and/or federal government. As of June 30 th 2014, Bobbie Jo informed Todd that she has not received any indication from the Muckleshoot Tribe that the Tribe is considering changing the current process.
9) Introduce New Tribal Staff	Todd Minott Support Enforcement Officer 2 Seattle Division of Child Support Tribal Liaison, Region 2	Todd Minott replaced Cassandra Parlee as Tribal Liaison on October 2 2013.	State: Todd Minott 206-341-7175 Tribe:	Todd looks forward to continuing to provide child support services suited to the specific needs of the Muckleshoot Tribe.
Completed Items (Date: Action completed)				
2009: Support Enforcement Management System (SEMS) onsite at Muckleshoot Resource Center				

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2010: Find relief for Tribal Members who are subject to high fees while using DCS services through US Bank Card. 2012: Introduced Sylvia Flores as the new District Manager of Seattle DCS, and Christopher Tabor as the new Tribal Liaison Back-up 2013: Paternity interviewing is now available at Muckleshoot Resource Center in combination with outreach				